

[Prior to beginning an Alternate Workweek Schedule, a DGS OHR 64 must be completed and approved.](#)

JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1LR1 HOL-8	2
3	4 4 4*	5 9	6 9	7 9	8 9	9
10	11 ---	12 9	13 9	14 9	15 9	16
17	18 HOL-8	19 9	20 9	21 9	22 9	23
24	25 ---	26 9	27 9	28 9	29 9	30
31						
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1 4 4*	2 9	3 9	4 9	5 9	6
7	8 ---	9 9	10 9	11 9	12 9	13
14	15 HOL-8	16 9	17 9	18 9	19 9	20
21	22 ---	23 9	24 9	25 9	26 9	27
28	1 4 4*					
Hours Scheduled:				LR	EH	HC
168				0	0	0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2 9	3 9	4 9	5 9	6
7	8 ---	9 9	10 9	11 9	12 9	13
14	15 4 4*	16 9	17 9	18 9	19 9	20
21	22 ---	23 9	24 9	25 9	26 9	27
28	29 4 4*	30 9	31LR1 HOL			
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1 9	2 9	3
4	5 ---	6 9	7 9	8 9	9 9	10
11	12 4 4*	13 9	14 9	15 9	16 9	17
18	19 ---	20 9	21 9	22 9	23 9	24
25	26 4 4*	27 9	28 9	29 9	30 9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3 ---	4 9	5 9	6 9	7 9	8
9	10 4 4*	11 9	12 9	13 9	14 9	15
16	17 ---	18 9	19 9	20 9	21 9	22
23	24 4 4*	25 9	26 9	27 9	28 9	29
30	31 HC-8					
Hours Scheduled:				LR	EH	HC
160				-8	0	+8

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1 9	2 9	3 9	4 9	5
6	7 4 4*	8 9	9 9	10 9	11 9	12
13	14 ---	15 9	16 9	17 9	18 9	19
20	21 4 4*	22 9	23 9	24 9	25 9	26
27	28 ---	29 9	30 9			
Hours Scheduled:				LR	EH	HC
178				0	+2	0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1 9	2 9	3
4	5 HOL-8	6 9	7 9	8 9	9 9	10
11	12 ---	13 9	14 9	15 9	16 9	17
18	19 4 4*	20 9	21 9	22 9	23 9	24
25	26 ---	27 9	28 9	29 9	30 9	31
Hours Scheduled:				LR	EH	HC
178				0	+2	0

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2 4 4*	3 9	4 9	5 9	6 9	7
8	9 ---	10 9	11 9	12 9	13 9	14
15	16 4 4*	17 9	18 9	19 9	20 9	21
22	23 ---	24 9	25 9	26 9	27 9	28
29	30 4 4*	31 9				
Hours Scheduled:				LR	EH	HC
177				0	+1	0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1 9	2 9	3 9	4
5	6 HC-8	7 9	8 9	9 9	10 9	11
12	13 4 4*	14 9	15 9	16 9	17 9	18
19	20 ---	21 9	22 9	23 9	24 9	25
26	27 4 4*	28 9	29 9	30 9		
Hours Scheduled:				LR	EH	HC
178				0	+2	+8

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1 9	2
3	4 ---	5 9	6 9	7 9	8 9	9
10	11 4 4*	12 9	13 9	14 9	15 9	16
17	18 ---	19 9	20 9	21 9	22 9	23
24	25 4 4*	26 9	27 9	28 9	29 9	30
31	1 ---					
Hours Scheduled:				LR	EH	HC
169				-7	0	0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2 9	3 9	4 9	5 9	6
7	8 4 4*	9 9	10 9	11LR1 HOL-8	12 9	13
14	15 ---	16 9	17 9	18 9	19 9	20
21	22 4 4*	23 9	24 9	25LR1 HOL-8	26LR1 HOL-8	27
28	29 ---	30 9	1 9			
Hours Scheduled:				LR	EH	HC
178				-3	+2	0

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2 9	3 9	4
5	6 4 4*	7 9	8 9	9 9	10 9	11
12	13 ---	14 9	15 9	16 9	17 9	18
19	20 4 4*	21 9	22 9	23 9	24 9	25
26	27 ---	28 9	29 9	30 9	31 9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

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JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1LR1 HOL-8	2
3	4 ---	5 9	6 9	7 9	8 9	9
10	11 4 4*	12 9	13 9	14 9	15 9	16
17	18 HC-8	19 9	20 9	21 9	22 9	23
24	25 4 4*	26 9	27 9	28 9	29 9	30
31						
Hours Scheduled:				LR	EH	HC
169				-1	+1	+8

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1 ---	2 9	3 9	4 9	5 9	6
7	8 4 4*	9 9	10 9	11 9	12 9	13
14	15 HC-8	16 9	17 9	18 9	19 9	20
21	22 4 4*	23 9	24 9	25 9	26 9	27
28	1 ---					
Hours Scheduled:				LR	EH	HC
160				-8	0	+8

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2 9	3 9	4 9	5 9	6
7	8 4 4*	9 9	10 9	11 9	12 9	13
14	15 ---	16 9	17 9	18 9	19 9	20
21	22 4 4*	23 9	24 9	25 9	26 9	27
28	29 ---	30 9	31LR1 HOL			
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1 9	2 9	3
4	5 4 4*	6 9	7 9	8 9	9 9	10
11	12 ---	13 9	14 9	15 9	16 9	17
18	19 4 4*	20 9	21 9	22 9	23 9	24
25	26 ---	27 9	28 9	29 9	30 9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3 4 4*	4 9	5 9	6 9	7 9	8
9	10 ---	11 9	12 9	13 9	14 9	15
16	17 4 4*	18 9	19 9	20 9	21 9	22
23	24 ---	25 9	26 9	27 9	28 9	29
30	31 HOL-8					
Hours Scheduled:				LR	EH	HC
168				0	0	0

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1 9	2 9	3 9	4 9	5
6	7 ---	8 9	9 9	10 9	11 9	12
13	14 4 4*	15 9	16 9	17 9	18 9	19
20	21 ---	22 9	23 9	24 9	25 9	26
27	28 4 4*	29 9	30 9			
Hours Scheduled:				LR	EH	HC
178				0	+2	0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1 9	2 9	3
4	5 HC-8	6 9	7 9	8 9	9 9	10
11	12 4 4*	13 9	14 9	15 9	16 9	17
18	19 ---	20 9	21 9	22 9	23 9	24
25	26 4 4*	27 9	28 9	29 9	30 9	31
Hours Scheduled:				LR	EH	HC
178				0	+2	+8

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2 ---	3 9	4 9	5 9	6 9	7
8	9 4 4*	10 9	11 9	12 9	13 9	14
15	16 ---	17 9	18 9	19 9	20 9	21
22	23 4 4*	24 9	25 9	26 9	27 9	28
29	30 ---	31 9				
Hours Scheduled:				LR	EH	HC
169				-7	0	0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1 9	2 9	3 9	4
5	6 HOL-8	7 9	8 9	9 9	10 9	11
12	13 ---	14 9	15 9	16 9	17 9	18
19	20 4 4*	21 9	22 9	23 9	24 9	25
26	27 ---	28 9	29 9	30 9		
Hours Scheduled:				LR	EH	HC
178				0	+2	0

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1 9	2
3	4 4 4*	5 9	6 9	7 9	8 9	9
10	11 ---	12 9	13 9	14 9	15 9	16
17	18 4 4*	19 9	20 9	21 9	22 9	23
24	25 ---	26 9	27 9	28 9	29 9	30
31	1 4 4*					
Hours Scheduled:				LR	EH	HC
177				0	+1	0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2 9	3 9	4 9	5 9	6
7	8 ---	9 9	10 9	11LR1 HOL-8	12 9	13
14	15 4 4*	16 9	17 9	18 9	19 9	20
21	22 ---	23 9	24 9	25LR1 HOL-8	26LR1 HOL-8	27
28	29 4 4*	30 9	1 9			
Hours Scheduled:				LR	EH	HC
178				-3	+2	0

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2 9	3 9	4
5	6 ---	7 9	8 9	9 9	10 9	11
12	13 4 4*	14 9	15 9	16 9	17 9	18
19	20 ---	21 9	22 9	23 9	24 9	25
26	27 4 4*	28 9	29 9	30 9	31 9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

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JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1LR1 HOL-8	2
3	4	5	6	7	8	9
		9	4 4*	9	9	9
10	11	12	13	14	15	16
		9	---	9	9	9
17	18LR1 HOL-8	19	20	21	22	23
		9	4 4*	9	9	9
24	25	26	27	28	29	30
		9	---	9	9	9
31						
Hours Scheduled:				LR	EH	HC
169				-2	+1	0

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
		9	4 4*	9	9	9
7	8	9	10	11	12	13
		9	---	9	9	9
14	15LR1 HOL-8	16	17	18	19	20
		9	4 4*	9	9	9
21	22	23	24	25	26	27
		9	---	9	9	9
28	1					
	9					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	4 4*	9	9	9
7	8	9	10	11	12	13
		9	---	9	9	9
14	15	16	17	18	19	20
		9	4 4*	9	9	9
21	22	23	24	25	26	27
		9	---	9	9	9
28	29	30	31LR1 HOL			
		9	4 4*			
Hours Scheduled:				LR	EH	HC
177				-1	+1	0

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	9	
4	5	6	7	8	9	10
		9	---	9	9	9
11	12	13	14	15	16	17
		9	4 4*	9	9	9
18	19	20	21	22	23	24
		9	---	9	9	9
25	26	27	28	29	30	
		9	4 4*	9	9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
		9	---	9	9	9
9	10	11	12	13	14	15
		9	4 4*	9	9	9
16	17	18	19	20	21	22
		9	---	9	9	9
23	24	25	26	27	28	29
		9	4 4*	9	9	9
30	31LR1 HOL-8					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
		---	9	9	9	
6	7	8	9	10	11	12
		9	4 4*	9	9	9
13	14	15	16	17	18	19
		9	---	9	9	9
20	21	22	23	24	25	26
		9	4 4*	9	9	9
27	28	29	30			
		9	---	9		
Hours Scheduled:				LR	EH	HC
169				-7	0	0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	9	
4	5LR1 HOL-8	6	7	8	9	10
		9	4 4*	9	9	9
11	12	13	14	15	16	17
		9	---	9	9	9
18	19	20	21	22	23	24
		9	4 4*	9	9	9
25	26	27	28	29	30	31
		9	---	9	9	9
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
		9	4 4*	9	9	9
8	9	10	11	12	13	14
		9	---	9	9	9
15	16	17	18	19	20	21
		9	4 4*	9	9	9
22	23	24	25	26	27	28
		9	---	9	9	9
29	30	31				
		9	4 4*			
Hours Scheduled:				LR	EH	HC
177				0	+1	0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
			9	9	9	
5	6LR1 HOL-8	7	8	9	10	11
		9	---	9	9	9
12	13	14	15	16	17	18
		9	4 4*	9	9	9
19	20	21	22	23	24	25
		9	---	9	9	9
26	27	28	29	30		
		9	4 4*	9	9	
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1	2
					9	
3	4	5	6	7	8	9
		9	---	9	9	9
10	11	12	13	14	15	16
		9	4 4*	9	9	9
17	18	19	20	21	22	23
		9	---	9	9	9
24	25	26	27	28	29	30
		9	4 4*	9	9	9
31	1					
	9					
Hours Scheduled:				LR	EH	HC
178				0	+2	0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		---	9	9	9	
7	8	9	10	11LR1 HOL-8	12	13
		9	4 4*	9	9	9
14	15	16	17	18	19	20
		9	---	9	9	9
21	22	23	24	25LR1 HOL-8	26LR1 HOL-8	27
		9	4 4*	9	9	9
28	29	30	1			
		9	---	9		
Hours Scheduled:				LR	EH	HC
169				-10	0	0

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2	3	4
				9	9	
5	6	7	8	9	10	11
		9	4 4*	9	9	9
12	13	14	15	16	17	18
		9	---	9	9	9
19	20	21	22	23	24	25
		9	4 4*	9	9	9
26	27	28	29	30	31	
		9	---	9	9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

LEGEND

LR = LEAVE REQUIRED EH = EXCESS HOURS EARNED HC = HOLIDAY CREDIT EARNED

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JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1LR1 HOL-8	2
3	4	5	6	7	8	9
		9	---	9	9	9
10	11	12	13	14	15	16
		9	4 4*	9	9	9
17	18LR1 HOL-8	19	20	21	22	23
		---	9	9	9	9
24	25	26	27	28	29	30
		9	4 4*	9	9	9
31						
Hours Scheduled:				LR	EH	HC
169				-2	+1	0

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
		9	---	9	9	9
7	8	9	10	11	12	13
		9	4 4*	9	9	9
14	15LR1 HOL-8	16	17	18	19	20
		---	9	9	9	9
21	22	23	24	25	26	27
		9	4 4*	9	9	9
28	1					
	9					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		---	9	9	9	9
7	8	9	10	11	12	13
		9	4 4*	9	9	9
14	15	16	17	18	19	20
		9	---	9	9	9
21	22	23	24	25	26	27
		9	4 4*	9	9	9
28	29	30	31LR1 HOL-8			
	9	---	HOL-8			
Hours Scheduled:				LR	EH	HC
169				-8	0	0

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	9	
4	5	6	7	8	9	10
		9	4 4*	9	9	9
11	12	13	14	15	16	17
		9	---	9	9	9
18	19	20	21	22	23	24
		9	4 4*	9	9	9
25	26	27	28	29	30	
		9	---	9	9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
		9	4 4*	9	9	9
9	10	11	12	13	14	15
		9	---	9	9	9
16	17	18	19	20	21	22
		9	4 4*	9	9	9
23	24	25	26	27	28	29
		9	---	9	9	9
30	31LR1 HOL-8					
		HOL-8				
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
		4 4*	9	9	9	
6	7	8	9	10	11	12
		9	---	9	9	9
13	14	15	16	17	18	19
		9	4 4*	9	9	9
20	21	22	23	24	25	26
		9	---	9	9	9
27	28	29	30			
		9	4 4*	9		
Hours Scheduled:				LR	EH	HC
177				0	+1	0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	9	
4	5LR1 HOL-8	6	7	8	9	10
		---	9	9	9	
11	12	13	14	15	16	17
		9	4 4*	9	9	9
18	19	20	21	22	23	24
		9	---	9	9	9
25	26	27	28	29	30	31
		9	4 4*	9	9	9
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
		9	---	9	9	9
8	9	10	11	12	13	14
		9	4 4*	9	9	9
15	16	17	18	19	20	21
		9	---	9	9	9
22	23	24	25	26	27	28
		9	4 4*	9	9	9
29	30	31				
		9	---			
Hours Scheduled:				LR	EH	HC
169				-7	0	0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
			9	9	9	
5	6LR1 HOL-8	7	8	9	10	11
		---	4 4*	9	9	9
12	13	14	15	16	17	18
		9	---	9	9	9
19	20	21	22	23	24	25
		9	4 4*	9	9	9
26	27	28	29	30		
		9	---	9	9	
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1	2
					9	
3	4	5	6	7	8	9
		9	4 4*	9	9	9
10	11	12	13	14	15	16
		9	---	9	9	9
17	18	19	20	21	22	23
		9	4 4*	9	9	9
24	25	26	27	28	29	30
		9	---	9	9	9
31	1					
	9					
Hours Scheduled:				LR	EH	HC
178				0	+2	0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		4 4*	9	9	9	
7	8	9	10	11LR1 HOL-8	12	13
		9	---	HOL-8	9	
14	15	16	17	18	19	20
		9	4 4*	9	9	9
21	22	23	24	25LR1 HOL-8	26LR1 HOL-8	27
		9	---	HOL-8	HOL-8	
28	29	30	1			
		9	4 4*	9		
Hours Scheduled:				LR	EH	HC
177				-3	+1	0

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2	3	4
				9	9	
5	6	7	8	9	10	11
		9	---	9	9	9
12	13	14	15	16	17	18
		9	4 4*	9	9	9
19	20	21	22	23	24	25
		9	---	9	9	9
26	27	28	29	30	31	
		9	4 4*	9	9	9
Hours Scheduled:				LR	EH	HC
178				0	+2	0

LEGEND

LR = LEAVE REQUIRED EH = EXCESS HOURS EARNED HC = HOLIDAY CREDIT EARNED

[Prior to beginning an Alternate Workweek Schedule, a DGS OHR 64 must be completed and approved.](#)

JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1LR1 HOL-8	2
3	4	5	6	7	8	9
	9	9	---	9	9	
10	11	12	13	14	15	16
	9	9	4 4*	9	9	
17	18LR1 HOL-8	19	20	21	22	23
		9	---	9	9	
24	25	26	27	28	29	30
	9	9	4 4*	9	9	
31						
Hours Scheduled:				LR	EH	HC
169				-2	+1	0

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
	9	9	---	9	9	
7	8	9	10	11	12	13
	9	9	4 4*	9	9	
14	15LR1 HOL-8	16	17	18	19	20
		9	---	9	9	
21	22	23	24	25	26	27
	9	9	4 4*	9	9	
28	1					
	9					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	---	9	9	
7	8	9	10	11	12	13
	9	9	4 4*	9	9	
14	15	16	17	18	19	20
	9	9	---	9	9	
21	22	23	24	25	26	27
	9	9	4 4*	9	9	
28	29	30	31			
	9	9	HC-8			
Hours Scheduled:				LR	EH	HC
169				-7	0	+8

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	9	
4	5	6	7	8	9	10
	9	9	4 4*	9	9	
11	12	13	14	15	16	17
	9	9	---	9	9	
18	19	20	21	22	23	24
	9	9	4 4*	9	9	
25	26	27	28	29	30	
	9	9	---	9	9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
	9	9	4 4*	9	9	
9	10	11	12	13	14	15
	9	9	---	9	9	
16	17	18	19	20	21	22
	9	9	4 4*	9	9	
23	24	25	26	27	28	29
	9	9	---	9	9	
30	31LR1 HOL-8					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
		9	4 4*	9	9	
6	7	8	9	10	11	12
	9	9	---	9	9	
13	14	15	16	17	18	19
	9	9	4 4*	9	9	
20	21	22	23	24	25	26
	9	9	---	9	9	
27	28	29	30			
	9	9	4 4*			
Hours Scheduled:				LR	EH	HC
177				0	+1	0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	9	
4	5LR1 HOL-8	6	7	8	9	10
		9	---	9	9	
11	12	13	14	15	16	17
	9	9	4 4*	9	9	
18	19	20	21	22	23	24
	9	9	---	9	9	
25	26	27	28	29	30	31
	9	9	4 4*	9	9	
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
	9	9	---	9	9	
8	9	10	11	12	13	14
	9	9	4 4*	9	9	
15	16	17	18	19	20	21
	9	9	---	9	9	
22	23	24	25	26	27	28
	9	9	4 4*	9	9	
29	30	31				
	9	9				
Hours Scheduled:				LR	EH	HC
178				0	+2	0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
			---	9	9	
5	6LR1 HOL-8	7	8	9	10	11
		9	4 4*	9	9	
12	13	14	15	16	17	18
	9	9	---	9	9	
19	20	21	22	23	24	25
	9	9	4 4*	9	9	
26	27	28	29	30		
	9	9	---	9		
Hours Scheduled:				LR	EH	HC
169				-8	0	0

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1	2
					9	
3	4	5	6	7	8	9
	9	9	4 4*	9	9	
10	11	12	13	14	15	16
	9	9	---	9	9	
17	18	19	20	21	22	23
	9	9	4 4*	9	9	
24	25	26	27	28	29	30
	9	9	---	9	9	
31	1					
	9					
Hours Scheduled:				LR	EH	HC
178				0	+2	0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	4 4*	9	9	
7	8	9	10	11LR1 HOL-8	12	13
	9	9	---		9	
14	15	16	17	18	19	20
	9	9	4 4*	9	9	
21	22	23	24	25LR1 HOL-8	26LR1 HOL-8	27
	9	9	---			
28	29	30	1			
	9	9	4 4*			
Hours Scheduled:				LR	EH	HC
177				-3	+1	0

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2	3	4
				9	9	
5	6	7	8	9	10	11
	9	9	---	9	9	
12	13	14	15	16	17	18
	9	9	4 4*	9	9	
19	20	21	22	23	24	25
	9	9	---	9	9	
26	27	28	29	30	31	
	9	9	4 4*	9	9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

[Prior to beginning an Alternate Workweek Schedule, a DGS OHR 64 must be completed and approved.](#)

JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1LR1 HOL-8	2
3	4	5	6	7	8	9
	9	9	4 4*	9	9	
10	11	12	13	14	15	16
	9	9	---	9	9	
17	18LR1 HOL-8	19	20	21	22	23
	9	9	4 4*	9	9	
24	25	26	27	28	29	30
	9	9	---	9	9	
31						
Hours Scheduled:				LR	EH	HC
169				-2	+1	0

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
	9	9	4 4*	9	9	
7	8	9	10	11	12	13
	9	9	---	9	9	
14	15LR1 HOL-8	16	17	18	19	20
	9	9	4 4*	9	9	
21	22	23	24	25	26	27
	9	9	---	9	9	
28	1					
	9					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	4 4*	9	9	
7	8	9	10	11	12	13
	9	9	---	9	9	
14	15	16	17	18	19	20
	9	9	4 4*	9	9	
21	22	23	24	25	26	27
	9	9	---	9	9	
28	29	30	31			
	9	9	HOL-8			
Hours Scheduled:				LR	EH	HC
177				0	+1	0

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	9	
4	5	6	7	8	9	10
	9	9	---	9	9	
11	12	13	14	15	16	17
	9	9	4 4*	9	9	
18	19	20	21	22	23	24
	9	9	---	9	9	
25	26	27	28	29	30	
	9	9	4 4*	9	9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
	9	9	---	9	9	
9	10	11	12	13	14	15
	9	9	4 4*	9	9	
16	17	18	19	20	21	22
	9	9	---	9	9	
23	24	25	26	27	28	29
	9	9	4 4*	9	9	
30	31LR1 HOL-8					
	9					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
		9	---	9	9	
6	7	8	9	10	11	12
	9	9	4 4*	9	9	
13	14	15	16	17	18	19
	9	9	---	9	9	
20	21	22	23	24	25	26
	9	9	4 4*	9	9	
27	28	29	30			
	9	9	---			
Hours Scheduled:				LR	EH	HC
169				-7	0	0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	9	
4	5LR1 HOL-8	6	7	8	9	10
	9	9	4 4*	9	9	
11	12	13	14	15	16	17
	9	9	---	9	9	
18	19	20	21	22	23	24
	9	9	4 4*	9	9	
25	26	27	28	29	30	31
	9	9	---	9	9	
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
	9	9	4 4*	9	9	
8	9	10	11	12	13	14
	9	9	---	9	9	
15	16	17	18	19	20	21
	9	9	4 4*	9	9	
22	23	24	25	26	27	28
	9	9	---	9	9	
29	30	31				
	9	9				
Hours Scheduled:				LR	EH	HC
178				0	+2	0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
			4 4*	9	9	
5	6LR1 HOL-8	7	8	9	10	11
	9	9	---	9	9	
12	13	14	15	16	17	18
	9	9	4 4*	9	9	
19	20	21	22	23	24	25
	9	9	---	9	9	
26	27	28	29	30		
	9	9	4 4*	9		
Hours Scheduled:				LR	EH	HC
177				-1	+1	0

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1	2
					9	
3	4	5	6	7	8	9
	9	9	---	9	9	
10	11	12	13	14	15	16
	9	9	4 4*	9	9	
17	18	19	20	21	22	23
	9	9	---	9	9	
24	25	26	27	28	29	30
	9	9	4 4*	9	9	
31	1					
	9					
Hours Scheduled:				LR	EH	HC
178				0	+2	0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	---	9	9	
7	8	9	10	11LR1 HOL-8	12	13
	9	9	4 4*	9	9	
14	15	16	17	18	19	20
	9	9	---	9	9	
21	22	23	24	25LR1 HOL-8	26LR1 HOL-8	27
	9	9	4 4*	9	9	
28	29	30	1			
	9	9	---			
Hours Scheduled:				LR	EH	HC
169				-10	0	0

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2	3	4
				9	9	
5	6	7	8	9	10	11
	9	9	4 4*	9	9	
12	13	14	15	16	17	18
	9	9	---	9	9	
19	20	21	22	23	24	25
	9	9	4 4*	9	9	
26	27	28	29	30	31	
	9	9	---	9	9	
Hours Scheduled:				LR	EH	HC
178				0	+2	0

[Prior to beginning an Alternate Workweek Schedule, a DGS OHR 64 must be completed and approved.](#)

JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1LR1 HOL-8	2
3	4	5	6	7	8	9
	9	9	9	---	9	
10	11	12	13	14	15	16
	9	9	9	4 4*	9	
17	18LR1 HOL-8	19	20	21	22	23
		9	9	---	9	
24	25	26	27	28	29	30
	9	9	9	4 4*	9	
31						

Hours Scheduled: 169 LR -2 EH +1 HC 0

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
	9	9	9	---	9	
7	8	9	10	11	12	13
	9	9	9	4 4*	9	
14	15LR1 HOL-8	16	17	18	19	20
		9	9	---	9	
21	22	23	24	25	26	27
	9	9	9	4 4*	9	
28	1					
	9					

Hours Scheduled: 169 LR -1 EH +1 HC 0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	9	---	9	
7	8	9	10	11	12	13
	9	9	9	4 4*	9	
14	15	16	17	18	19	20
	9	9	9	---	9	
21	22	23	24	25	26	27
	9	9	9	4 4*	9	
28	29	30	31LR1 HOL-8			
	9	9				

Hours Scheduled: 178 LR -1 EH +2 HC 0

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				---	9	
4	5	6	7	8	9	10
	9	9	9	4 4*	9	
11	12	13	14	15	16	17
	9	9	9	---	9	
18	19	20	21	22	23	24
	9	9	9	4 4*	9	
25	26	27	28	29	30	
	9	9	9	---	9	

Hours Scheduled: 169 LR -7 EH 0 HC 0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
	9	9	9	4 4*	9	
9	10	11	12	13	14	15
	9	9	9	---	9	
16	17	18	19	20	21	22
	9	9	9	4 4*	9	
23	24	25	26	27	28	29
	9	9	9	---	9	
30	31LR1 HOL-8					

Hours Scheduled: 169 LR -1 EH +1 HC 0

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
		9	9	4 4*	9	
6	7	8	9	10	11	12
	9	9	9	---	9	
13	14	15	16	17	18	19
	9	9	9	4 4*	9	
20	21	22	23	24	25	26
	9	9	9	---	9	
27	28	29	30			
	9	9	9			

Hours Scheduled: 178 LR 0 EH +2 HC 0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				4 4*	9	
4	5LR1 HOL-8	6	7	8	9	10
		9	9	---	9	
11	12	13	14	15	16	17
	9	9	9	4 4*	9	
18	19	20	21	22	23	24
	9	9	9	---	9	
25	26	27	28	29	30	31
	9	9	9	4 4*	9	

Hours Scheduled: 177 LR -1 EH +1 HC 0

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
	9	9	9	---	9	
8	9	10	11	12	13	14
	9	9	9	4 4*	9	
15	16	17	18	19	20	21
	9	9	9	---	9	
22	23	24	25	26	27	28
	9	9	9	4 4*	9	
29	30	31				
	9	9				

Hours Scheduled: 178 LR 0 EH +2 HC 0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
			9	---	9	
5	6LR1 HOL-8	7	8	9	10	11
		9	9	4 4*	9	
12	13	14	15	16	17	18
	9	9	9	---	9	
19	20	21	22	23	24	25
	9	9	9	4 4*	9	
26	27	28	29	30		
	9	9	9	---		

Hours Scheduled: 169 LR -8 EH 0 HC 0

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1	2
					9	
3	4	5	6	7	8	9
	9	9	9	4 4*	9	
10	11	12	13	14	15	16
	9	9	9	---	9	
17	18	19	20	21	22	23
	9	9	9	4 4*	9	
24	25	26	27	28	29	30
	9	9	9	---	9	
31	1					
	9					

Hours Scheduled: 178 LR 0 EH +2 HC 0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	9	4 4*	9	
7	8	9	10	11	12	13
	9	9	9	HC-8	9	
14	15	16	17	18	19	20
	9	9	9	4 4*	9	
21	22	23	24	25	26LR1 HOL-8	27
	9	9	9	HC-8		
28	29	30	1			
	9	9	9			

Hours Scheduled: 178 LR -1 EH +2 HC +16

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2	3	4
				4 4*	9	
5	6	7	8	9	10	11
	9	9	9	---	9	
12	13	14	15	16	17	18
	9	9	9	4 4*	9	
19	20	21	22	23	24	25
	9	9	9	---	9	
26	27	28	29	30	31	
	9	9	9	4 4*	9	

Hours Scheduled: 177 LR 0 EH +1 HC 0

[Prior to beginning an Alternate Workweek Schedule, a DGS OHR 64 must be completed and approved.](#)

JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1LR1 HOL-8	2
3	4	5	6	7	8	9
	9	9	9	4 4*	9	
10	11	12	13	14	15	16
	9	9	9	---	9	
17	18LR1 HOL-8	19	20	21	22	23
	9	9	9	4 4*	9	
24	25	26	27	28	29	30
	9	9	9	---	9	
31						
Hours Scheduled:				LR	EH	HC
169				-2	+1	0

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
	9	9	9	4 4*	9	
7	8	9	10	11	12	13
	9	9	9	---	9	
14	15LR1 HOL-8	16	17	18	19	20
	9	9	9	4 4*	9	
21	22	23	24	25	26	27
	9	9	9	---	9	
28	1					
	9					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	9	4 4*	9	
7	8	9	10	11	12	13
	9	9	9	---	9	
14	15	16	17	18	19	20
	9	9	9	4 4*	9	
21	22	23	24	25	26	27
	9	9	9	---	9	
28	29	30	31LR1 HOL-8			
	9	9				
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				4 4*	9	
4	5	6	7	8	9	10
	9	9	9	---	9	
11	12	13	14	15	16	17
	9	9	9	4 4*	9	
18	19	20	21	22	23	24
	9	9	9	---	9	
25	26	27	28	29	30	
	9	9	9	4 4*	9	
Hours Scheduled:				LR	EH	HC
177				0	+1	0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
	9	9	9	---	9	
9	10	11	12	13	14	15
	9	9	9	4 4*	9	
16	17	18	19	20	21	22
	9	9	9	---	9	
23	24	25	26	27	28	29
	9	9	9	4 4*	9	
30	31LR1 HOL-8					
	9					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
		9	9	---	9	
6	7	8	9	10	11	12
	9	9	9	4 4*	9	
13	14	15	16	17	18	19
	9	9	9	---	9	
20	21	22	23	24	25	26
	9	9	9	4 4*	9	
27	28	29	30			
	9	9	9			
Hours Scheduled:				LR	EH	HC
178				0	+2	0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				---	9	
4	5LR1 HOL-8	6	7	8	9	10
	9	9	9	4 4*	9	
11	12	13	14	15	16	17
	9	9	9	---	9	
18	19	20	21	22	23	24
	9	9	9	4 4*	9	
25	26	27	28	29	30	31
	9	9	9	---	9	
Hours Scheduled:				LR	EH	HC
169				-8	0	0

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
	9	9	9	4 4*	9	
8	9	10	11	12	13	14
	9	9	9	---	9	
15	16	17	18	19	20	21
	9	9	9	4 4*	9	
22	23	24	25	26	27	28
	9	9	9	---	9	
29	30	31				
	9	9				
Hours Scheduled:				LR	EH	HC
178				0	+2	0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
			9	4 4*	9	
5	6LR1 HOL-8	7	8	9	10	11
	9	9	9	---	9	
12	13	14	15	16	17	18
	9	9	9	4 4*	9	
19	20	21	22	23	24	25
	9	9	9	---	9	
26	27	28	29	30		
	9	9	9	4 4*		
Hours Scheduled:				LR	EH	HC
177				-1	+1	0

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1	2
					9	
3	4	5	6	7	8	9
	9	9	9	---	9	
10	11	12	13	14	15	16
	9	9	9	4 4*	9	
17	18	19	20	21	22	23
	9	9	9	---	9	
24	25	26	27	28	29	30
	9	9	9	4 4*	9	
31	1					
	9					
Hours Scheduled:				LR	EH	HC
178				0	+2	0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	9	---	9	
7	8	9	10	11	12	13
	9	9	9	HOL-8	9	
14	15	16	17	18	19	20
	9	9	9	---	9	
21	22	23	24	25	26LR1	27
	9	9	9	HOL-8	HOL-8	
28	29	30	1			
	9	9	9			
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2	3	4
				---	9	
5	6	7	8	9	10	11
	9	9	9	4 4*	9	
12	13	14	15	16	17	18
	9	9	9	---	9	
19	20	21	22	23	24	25
	9	9	9	4 4*	9	
26	27	28	29	30	31	
	9	9	9	---	9	
Hours Scheduled:				LR	EH	HC
169				-7	0	0

[Prior to beginning an Alternate Workweek Schedule, a DGS OHR 64 must be completed and approved.](#)

JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1 HOL-8	2
3	4	5	6	7	8	9
	9	9	9	9	---	
10	11	12	13	14	15	16
	9	9	9	9	4 4*	
17	18LR1 HOL-8	19	20	21	22	23
		9	9	9	---	
24	25	26	27	28	29	30
	9	9	9	9	4 4*	
31						
Hours Scheduled:				LR	EH	HC
168				-1	0	0

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
	9	9	9	9	---	
7	8	9	10	11	12	13
	9	9	9	9	4 4*	
14	15LR1 HOL-8	16	17	18	19	20
		9	9	9	---	
21	22	23	24	25	26	27
	9	9	9	9	4 4*	
28	1					
	9					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	9	9	---	
7	8	9	10	11	12	13
	9	9	9	9	4 4*	
14	15	16	17	18	19	20
	9	9	9	9	---	
21	22	23	24	25	26	27
	9	9	9	9	4 4*	
28	29	30	31LR1 HOL-8			
	9	9				
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	---	
4	5	6	7	8	9	10
	9	9	9	9	4 4*	
11	12	13	14	15	16	17
	9	9	9	9	---	
18	19	20	21	22	23	24
	9	9	9	9	4 4*	
25	26	27	28	29	30	
	9	9	9	9	---	
Hours Scheduled:				LR	EH	HC
169				-7	0	0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
	9	9	9	9	4 4*	
9	10	11	12	13	14	15
	9	9	9	9	---	
16	17	18	19	20	21	22
	9	9	9	9	4 4*	
23	24	25	26	27	28	29
	9	9	9	9	---	
30	31LR1 HOL-8					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
		9	9	9	4 4*	
6	7	8	9	10	11	12
	9	9	9	9	---	
13	14	15	16	17	18	19
	9	9	9	9	4 4*	
20	21	22	23	24	25	26
	9	9	9	9	---	
27	28	29	30			
	9	9				
Hours Scheduled:				LR	EH	HC
178				0	+2	0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	4 4*	
4	5LR1 HOL-8	6	7	8	9	10
		9	9	9	---	
11	12	13	14	15	16	17
	9	9	9	9	4 4*	
18	19	20	21	22	23	24
	9	9	9	9	---	
25	26	27	28	29	30	31
	9	9	9	9	4 4*	
Hours Scheduled:				LR	EH	HC
177				-1	+1	0

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
	9	9	9	9	---	
8	9	10	11	12	13	14
	9	9	9	9	4 4*	
15	16	17	18	19	20	21
	9	9	9	9	---	
22	23	24	25	26	27	28
	9	9	9	9	4 4*	
29	30	31				
	9	9				
Hours Scheduled:				LR	EH	HC
178				0	+2	0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
			9	9	---	
5	6LR1 HOL-8	7	8	9	10	11
		9	9	9	4 4*	
12	13	14	15	16	17	18
	9	9	9	9	---	
19	20	21	22	23	24	25
	9	9	9	9	4 4*	
26	27	28	29	30		
	9	9	9	9		
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1	2

3	4	5	6	7	8	9
	9	9	9	9	4 4*	
10	11	12	13	14	15	16
	9	9	9	9	---	
17	18	19	20	21	22	23
	9	9	9	9	4 4*	
24	25	26	27	28	29	30
	9	9	9	9	---	
31	1					
	9					
Hours Scheduled:				LR	EH	HC
169				-7	0	0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	9	9	4 4*	
7	8	9	10	11LR1 HOL-8	12	13
	9	9	9	---		
14	15	16	17	18	19	20
	9	9	9	9	4 4*	
21	22	23	24	25LR1 HOL-8	26	27
	9	9	9	HC-8		
28	29	30	1			
	9	9	9			
Hours Scheduled:				LR	EH	HC
178				-2	+2	+8

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2	3	4
				9	4 4*	
5	6	7	8	9	10	11
	9	9	9	9	---	
12	13	14	15	16	17	18
	9	9	9	9	4 4*	
19	20	21	22	23	24	25
	9	9	9	9	---	
26	27	28	29	30	31	
	9	9	9	9	4 4*	
Hours Scheduled:				LR	EH	HC
177				0	+1	0

LEGEND

LR = LEAVE REQUIRED EH = EXCESS HOURS EARNED HC = HOLIDAY CREDIT EARNED

[Prior to beginning an Alternate Workweek Schedule, a DGS OHR 64 must be completed and approved.](#)

JANUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1 HC-8	2
3	4	5	6	7	8	9
		9	9	9	4 4*	
10	11	12	13	14	15	16
		9	9	9	---	
17	18LR1 HOL-8	19	20	21	22	23
		9	9	9	4 4*	
24	25	26	27	28	29	30
		9	9	9	---	
31						
Hours Scheduled:				LR	EH	HC
160				-9	0	+8

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
		9	9	9	4 4*	
7	8	9	10	11	12	13
		9	9	9	---	
14	15LR1 HOL-8	16	17	18	19	20
		9	9	9	4 4*	
21	22	23	24	25	26	27
		9	9	9	---	
28	1					
	9					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	9	9	4 4*	
7	8	9	10	11	12	13
		9	9	9	---	
14	15	16	17	18	19	20
		9	9	9	4 4*	
21	22	23	24	25	26	27
		9	9	9	---	
28	29	30	31LR1 HOL-8			
	9	9				
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

APRIL 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	4 4*	
4	5	6	7	8	9	10
		9	9	9	---	
11	12	13	14	15	16	17
		9	9	9	4 4*	
18	19	20	21	22	23	24
		9	9	9	---	
25	26	27	28	29	30	
		9	9	9	4 4*	
Hours Scheduled:				LR	EH	HC
177				0	+1	0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
		9	9	9	---	
9	10	11	12	13	14	15
		9	9	9	4 4*	
16	17	18	19	20	21	22
		9	9	9	---	
23	24	25	26	27	28	29
		9	9	9	4 4*	
30	31LR1 HOL-8					
Hours Scheduled:				LR	EH	HC
169				-1	+1	0

JUNE 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
		9	9	9	---	
6	7	8	9	10	11	12
		9	9	9	4 4*	
13	14	15	16	17	18	19
		9	9	9	---	
20	21	22	23	24	25	26
		9	9	9	4 4*	
27	28	29	30			
		9	9			
Hours Scheduled:				LR	EH	HC
178				0	+2	0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
				9	---	
4	5LR1 HOL-8	6	7	8	9	10
		9	9	9	4 4*	
11	12	13	14	15	16	17
		9	9	9	---	
18	19	20	21	22	23	24
		9	9	9	4 4*	
25	26	27	28	29	30	31
		9	9	9	---	
Hours Scheduled:				LR	EH	HC
169				-8	0	0

AUGUST 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
		9	9	9	4 4*	
8	9	10	11	12	13	14
		9	9	9	---	
15	16	17	18	19	20	21
		9	9	9	4 4*	
22	23	24	25	26	27	28
		9	9	9	---	
29	30	31				
		9	9			
Hours Scheduled:				LR	EH	HC
178				0	+2	0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
			9	9	4 4*	
5	6LR1 HOL-8	7	8	9	10	11
		9	9	9	---	
12	13	14	15	16	17	18
		9	9	9	4 4*	
19	20	21	22	23	24	25
		9	9	9	---	
26	27	28	29	30		
		9	9	9		
Hours Scheduled:				LR	EH	HC
178				-1	+2	0

OCTOBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					1	2
					4 4*	
3	4	5	6	7	8	9
		9	9	9	---	
10	11	12	13	14	15	16
		9	9	9	4 4*	
17	18	19	20	21	22	23
		9	9	9	---	
24	25	26	27	28	29	30
		9	9	9	4 4*	
31	1					
	9					
Hours Scheduled:				LR	EH	HC
177				0	+1	0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		2	3	4	5	6
		9	9	9	---	
7	8	9	10	11LR1 HOL-8	12	13
		9	9	9	4 4*	
14	15	16	17	18	19	20
		9	9	9	---	
21	22	23	24	25LR1 HOL-8	26	27
		9	9	9	HOL-8	
28	29	30	1			
		9	9			
Hours Scheduled:				LR	EH	HC
178				-2	+2	0

DECEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				2	3	4
				9	---	
5	6	7	8	9	10	11
		9	9	9	4 4*	
12	13	14	15	16	17	18
		9	9	9	---	
19	20	21	22	23	24	25
		9	9	9	4 4*	
26	27	28	29	30	31	
		9	9	9	---	
Hours Scheduled:				LR	EH	HC
169				-7	0	0

LEGEND

LR = LEAVE REQUIRED EH = EXCESS HOURS EARNED HC = HOLIDAY CREDIT EARNED